

CONFIDENTIAL

20 DEC 1971

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Office of Personnel Report - Week Ending 17 December 1971

1. Cooperative Education:

25X1A

a. As a follow-up to last week's report [REDACTED]

[REDACTED] visited North Carolina Agriculture and Technical State College on 14 December and talked with Dr. Burlleigh Webb, director of a consortium of 16 Black co-op colleges. In addition to discussing co-op schools, he raised a number of other matters, such as inviting representatives to Washington for an orientation conference, donating surplus technical and scientific equipment to the schools, and other types of work-study programs. To further assist us, he evaluated the schools in the consortium for our representatives.

b. Also, they talked with Mr. Harold Ianier, who is responsible for the co-op program at North Carolina A&T. While interested, he gave [REDACTED] the impression that he was not having any difficulty placing his students.

c. On 15 December they talked with Mr. Frank Belk and Mr. Charles Austin at Shaw University in Raleigh. Mr. Austin expressed great interest in the Agency on a long-range basis. Their co-op program will become mandatory next fall, and the number of students to be placed will rise

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GROUP 1
Excluded from automatic
downgrading and
declassification

from 20 to 100. We will face a new experience if we find interested students as Shaw uses a pass/fail grading system.

25X1A 2. Position Classification: A projected position classification survey schedule for the Intelligence Directorate is being developed. A discussion has been held with [REDACTED], DDI Planning Officer, and we have proposed to him that descriptions be initially prepared by employees where possible. He is in full agreement with this approach.

25X1A 3. Exercise Room: As a result of the recent survey of the Exercise Room, arrangements have been made with the Office of Logistics to repair broken panels in the ceiling, and to relocate some equipment so that more opportunities for exercising will be available to our employees.

25X1A 4. Award for Military Detailers: [REDACTED]

[REDACTED]

MERRY CHRISTMAS!

25X1A

[REDACTED]
Acting Director of Personnel

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